

~~SECRET~~*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DT/ [REDACTED]

DATE: 25 April 1961

FROM : FO/ [REDACTED]

SUBJECT: Visit

1. Messrs. [REDACTED] of the Salary & Wage Division of the main Office of Personnel visited [REDACTED] during the week of 17-21 April. They were interested only in reviewing positions within the Training Staff and were not concerned with positions within the Support Staff at [REDACTED]. This supposedly was a routine review of the entire Office of Training. 25X1A6a

2. They were quite non-committal insofar as their findings were concerned. What little we were able to draw out of them appeared to indicate that they:

- a. Had received full cooperation in their discussions with everyone they contacted.
- b. Did not have any unresolved problems or questions.
- c. Had not discovered anything that appeared obviously inconsistent or greatly out of line.
- d. Were undecided as to what approach they would follow in writing up the Training Staff organization, i.e., whether to let the formal T/O stand as is or to break it down into branches or faculties.

3. They indicated that they would return to Headquarters and write up drafts covering the various positions or types of positions. These they would then either send or bring down for our review and to make any changes which we felt necessary. The drafts would then be returned to Headquarters where they would be prepared in final form and forwarded, along with attachments, to D/TR for his review and such further distribution as he might care to make.

4. From the brief conversations I had with them, I would guess that they had some questions or reservations about the function served by the Training Coordinator's Office insofar as the preparation of course schedules was concerned. There appeared to be some question as to how much control he exercised over this as opposed to the various branch or faculty chiefs [and within the Operations Course (Branch II) the various committee chiefs]. I had a feeling they perceived not conflict, but that perhaps the various areas of responsibility involved needed clearer definition.

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